

## Department of Planning and Zoning

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### MEMORANDUM

To: Development Review Board

From: Mary O'Neil, AICP, Senior Planner *mo*

Date: November 5, 2013

RE: ZP 14-0405CA; 121 North Willard Street

**Note: These are staff comments only. Decisions on projects are made by the Development Review Board, which may approve, deny, table or modify any project. THE APPLICANT OR REPRESENTATIVE MUST ATTEND THE MEETING.**

File: ZP 14-0405CA

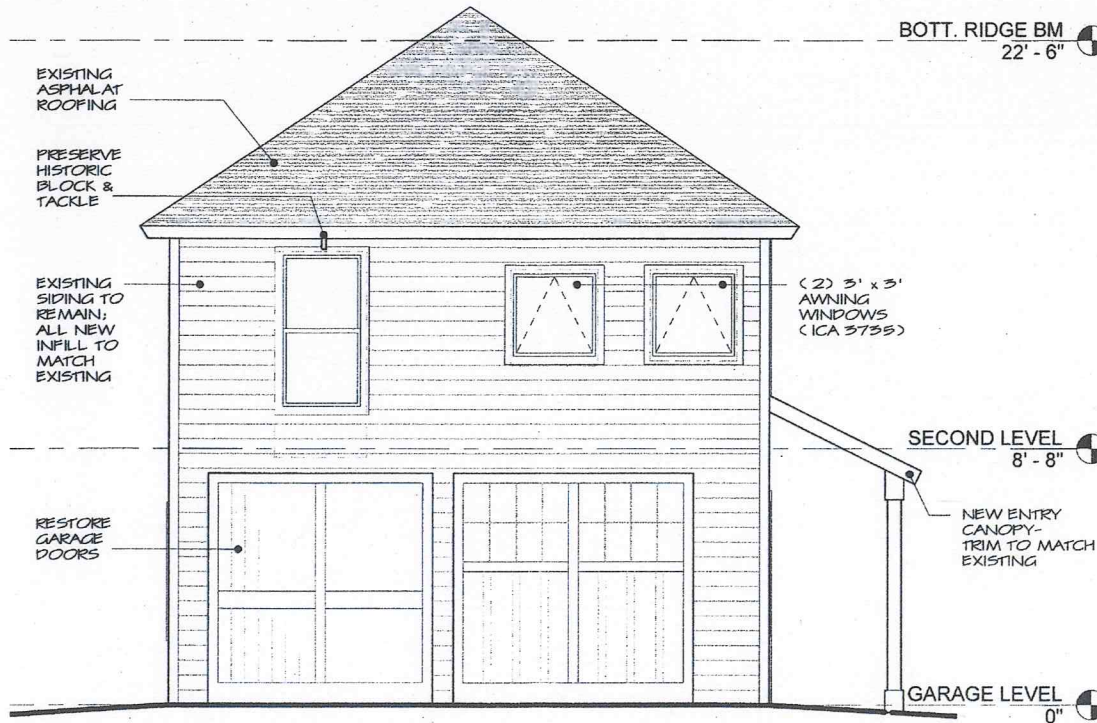
Location: 121 North Willard Street

Zone: RM Ward: 2

Parking District: Neighborhood

Date application accepted: October 1, 2013

Applicant/ Owner: Josh Typrowicz-Cohen



**Request:** Convert 2<sup>nd</sup> floor of existing carriage barn into a one bedroom apartment; increasing the number of residential units on the site from one to two. Revision of proposed parking, request for a one-space parking waiver.

**Background:**

- ZP 14-0035CA; Convert 2<sup>nd</sup> floor of existing carriage barn into a one bedroom apartment, increasing the number of residential units on the site from one to two. **Denied** based on inadequacy of required parking and circulation, and unverified lot coverage calculations; September 17, 2013.
- Non-applicability of Zoning Permit Requirements; repairs to porch, replace beam. No change to design or materials. September 2010.
- Zoning permit 80-830; 6' high stockade fence, approved April 1980.
- Zoning permit; 6' x 70' stockade fence, approved 1978.



**Overview:** The owner wishes to add a residential unit to an existing carriage barn. (NOT an accessory apartment.) There is an existing single family residence on the parcel. This will be reviewed as a minor Planned Unit Development by the Development Review Board.

The **Design Advisory Board** reviewed the original application at their July 23, 2013 meeting, and voted unanimously to recommend approval. The Development Review Board ultimately denied the permit based on inadequacy of required parking and unverified coverage calculations.

**Recommendation:** **Approval**, per the following findings and conditions:

**I. Findings**

**Article 3: Applications, Permits, and Project Reviews**

**Part 3: Impact Fees**

**Section 3.3.2 Applicability**

*Any new development or additions to existing buildings which result in new dwelling units or in new nonresidential buildings square footage are subject to impact fees as is any change of use which results in an added impact according to Sec. 3.3.4.*

At present, the carriage barn is accessory to the existing residential unit. Although a new unit is proposed to be created, the use will remain residential. No added impacts are anticipated.  
**Not applicable.**

**Part 4: Site Plan and Design Review**

**(a) Site Plan Review**

*Site Plan Review shall be required for the approval of all development subject to the provisions of this ordinance with the exception of single-family dwellings not otherwise subject to the requirements of Design Review.*

**(b) Design Review**

121 North Willard Street is within the Design Review Overlay, and is Minor PUD as conversion of an existing carriage barn (Article 11.) See Article 6 and 11.

**Article 4: Zoning Maps and Districts**

**Part 4: Base Zoning District Regulations**

**Table 4.4.5-2 Base Residential Density**

Medium Density, RM	20 units per acre
121 North Willard Street	$3645/43560 = .00836$ acre x 20 = 1.67 (2) units. A total of 2 proposed. (one existing, one new.)

**Affirmative finding.**

**Table 4.4.5-3 Residential District Dimensional Standards**

RM Zoning District	Max. Lot Coverage 40%/ plus 10% bonus for open amenities	Setbacks			Maximum Height 35'
		Front Ave of 2 adjacent lots	Side 10% of lot width, or <u>average</u> <u>of side</u> <u>yard</u> <u>setback</u> <u>of 2</u> <u>adjacent</u> <u>lots on</u> <u>both</u> <u>sides.*</u>	Rear 25% of lot depth	
121 North Willard	63.1% existing; 63.0 % proposed (no increase)	No change	Proposed parking space 0' setback from north boundary line; existing setback of house and 2 adjacent houses on the same side of the street.	No change.	No change.





This 2004 orthophotograph with parcel boundaries illustrates that 121 North Willard (center) has no setback from the northerly property boundary, a situation repeated in adjacent parcels on both sides.

Existing coverage as recalculated by the applicant's architect is 63.1%. There are no approved site plans on file.

The applicant proposes adding a single parking space behind the existing single family home, with two existing parking spaces inside the carriage barn. A walkway and roof cover is proposed for the entry of the new residential unit, and the driveway is proposed to be reduced to tire tracks at the access. Site coverage is proposed to remain steady at 63.0%. The revised site plan now includes property boundaries and measurements for each. As proposed, there is no increase in lot coverage, or the level of non-conformity (setbacks or coverage.) **Affirmative finding.**

#### **Article 5: Citywide General Regulations**

##### **Part 1: Uses and Structures**

##### **(c) Permitted Uses**

##### **Appendix A: Use Table – All Zoning Districts**

As a minor Planned Unit Development (PUD), an additional single family home is proposed on the parcel. Single family homes are a permitted use in the RM zoning district. **Affirmative finding.**

##### **Part 2: Dimensional Requirements**

##### **Section 5.2.3 Lot Coverage Requirements**

Lot coverage is proposed to remain at the existing level (63%). As there is no proposed increase in the level of non-conformity, coverage is acceptable. Revised drawings and coverage calculation has been prepared and confirmed by the applicant's architect. **Affirmative finding.**

##### **Section 5.2.4 Building Area Calculation**

Not applicable.

##### **Section 5.2.5 Setbacks**



No change proposed to existing setbacks. The proposed new parking space will encroach into the side yard setback; however this is permissible under Zoning Amendment 13-08, "Residential Side/Rear Yard Setback Encroachments." As the existing house abuts the northerly property line, a pattern repeated in 2 adjacent houses both north and south on the same (north) elevation, the encroachment is acceptable. See Table 4.4.5-3 and illustration, above. **Affirmative finding.**

#### **Section 5.2.6 Building Height Limits**

No change to existing. **Affirmative finding.**

#### **Section 5.2.7 Density and Intensity of Development Calculations**

See Table 4.4.5-2, above. **Affirmative finding.**

#### **Sec. 5.4.8 Historic Buildings and Sites**

121 North Willard Street, including the carriage barn, is listed on the **Vermont State Register of Historic Places**. See attached information sheet.

1. *A property will be used as it was historically or be given a new use that requires minimal change to its distinctive materials, features, spaces, and spatial relationships.*

The original garage use is proposed to be continued; however 2<sup>nd</sup> story storage space will be converted to residential use. Revised elevations submitted to the Design Advisory Board show deference to the original arrangement of building openings, with retention of the upper storage window bay and smaller 2-light windows over the garage bay doors. Window alterations on secondary facades are anticipated and acceptable. The DAB has conditioned their approval on insertion of simulated 2 light (side by side) sash in the front awning windows to replicate the existing. **Affirmative finding as conditioned.**



2. *The historic character of a property will be retained and preserved. The removal of distinctive materials or alteration of features, spaces, and spatial relationships that characterize a property will be avoided.*

The applicant has chosen to explore opportunities to retain characteristic building openings and to find methods to use those openings for new window sash. The large "loading bay" and projecting block and tackle beam are proposed to be retained, but with window infill. These efforts are particularly

important on the front (east) elevation, which can be seen from the street, as they clearly identify the original use of the structure. The block and tackle has also been recommended for retention by the DAB; a recommendation that the applicant accepts. **Affirmative finding as conditioned.**

3. *Each property will be recognized as a physical record of its time, place, and use. Changes that create a false sense of historical development, such as adding conjectural features or elements from other historic properties, will not be undertaken.*

Other than the addition of additional windows and skylights, no conjectural features are proposed. Proposed alterations are consistent with efforts to install habitable space into a building that previously was limited to storage. **Affirmative finding.**

4. *Changes to a property that have acquired historic significance in their own right will be retained and preserved.*

The garage doors have an early 20<sup>th</sup> century character worthy of retention, and have been recommended to be repaired rather than replaced by the Design Advisory Board.

**Affirmative finding as recommended.**

5. *Distinctive materials, features, finishes, and construction techniques or examples of craftsmanship that characterize a property will be preserved.*

The existing novelty siding is significant for the time period in which the building was constructed. Its retention is recommended. Additionally, the paired garage doors should be repaired, retained and assured for operability. **Affirmative finding as conditioned.**

6. *Deteriorated historic features will be repaired rather than replaced. Where the severity of deterioration requires replacement of a distinctive feature, the new feature will match the old in design, color, texture, and, where possible, materials recognizing that new technologies may provide an appropriate alternative in order to adapt to ever changing conditions and provide for an efficient contemporary use. Replacement of missing features will be substantiated by documentary and physical evidence.*

The garage doors should be repaired and re-installed to insure their continued use.

While some alteration may be anticipated on side and rear elevations, the primary (east) elevation should be respected with window installation that respects the existing configuration. Revised elevations have demonstrated that. Cornice line trim should be retained as well. **Affirmative finding as conditioned.**

7. *Chemical or physical treatments, if appropriate, will be undertaken using the gentlest means possible. Treatments that cause damage to historic materials will not be used.*

None proposed. The roof structure shall be framed to support the new skylights, which are not likely to be seen from the street. **Affirmative finding.**

8. *Archeological resources will be protected and preserved in place. If such resources must be disturbed, mitigation measures will be undertaken.*

Proposed site work includes the burial of new utility lines, removal of the existing driveway and installation of tire-track paths. Naturally it is the owner's desire to complete this portion of the work prior to winter. If any archaeological resources are identified, the city and state shall be notified for identification and arrangement for appropriate documentation and archiving. **Affirmative finding as conditioned.**

9. *New additions, exterior alterations, or related new construction will not destroy historic materials, features, and spatial relationships that characterize the property. The new work shall be differentiated from the old and will be compatible with the historic materials, features, size, scale, and proportion, and massing to protect the integrity of the property and its environment.*

The opportunity to add an additional residential unit is a community wide positive action and in sync with the CDO and the Municipal Development Plan; however a dual obligation is for the protection and preservation of Burlington's historic resources. The applicant has agreed to retain the existing window/loft openings on the primary (east) elevation, with new window

infill within those spaces. Window openings on secondary elevations may have greater flexibility in alteration. Such an effort will provide valuable, and tangible evidence of Burlington's past, while adapting to a new use; both value added community efforts.

**Affirmative finding.**

10. *New additions and adjacent or related new construction will be undertaken in such a manner that, if removed in the future, the essential form and integrity of the historic property and its environment would be unimpaired.*

If the building openings are largely intact, the conversion of the upper floor to a new residential unit will minimally alter the building, and be considered reversible. **Affirmative finding.**

**Article 6: Development Review Standards**

**Part 1: Land Division Design Standards**

Not applicable.

**Part 2: Site Plan Design Standards**

**Sec. 6.2.2 Review Standards**

**(a) Protection of Important Natural Features:**

No change.

**(b) Topographical Alterations:**

No change

**(c) Protection of Important Public Views:**

Not applicable.

**(d) Protection of Important Cultural Resources:**

*Burlington's architectural and cultural heritage shall be protected through sensitive and respectful redevelopment, rehabilitation, and infill. Archeological sites likely to yield information important to the city's or the region's pre-history or history shall be evaluated, documented, and avoided whenever feasible. Where the proposed development involves sites listed or eligible for listing on a state or national register of historic places, the applicant shall meet the applicable development and design standards pursuant to Sec. 5.4.8(b).*

See Section 5.4.8, above.

**(e) Supporting the Use of Renewable Energy Resources:**

The applicant has proposed sky lights in the hipped roof, to bring light into a proposed bathroom and kitchen. This will diminish the need for artificial light, and maximize solar / natural lighting potential. **Affirmative finding.**

**(f) Brownfield Sites:**

None identified.

**(g) Provide for nature's events:**

The new entry door on the north elevation is illustrated with a small canopy or overhang for the comfort of the residents.

The applicant has indicated that snow will be trucked off-site, as part of his associated business. There appears, however, adequate space for snow storage to the west of the proposed new parking space. **Affirmative finding.**

**(h) Building Location and Orientation:**

Carriage building is existing. Not applicable.

**(i) Vehicular Access:**

No change.

**(j) Pedestrian Access:**

The applicant proposes removing a 2' x 36' walkway that runs along the existing driveway, and installing a new walkway (3' x 17' 5 1/4") to access the new pedestrian door to the carriage barn. The site is already nonconforming as it is over the coverage limitations for the zoning district; however removal of coverage from the driveway will permit reallocation of coverage to accommodate the proposed parking area and rear walk. (See Section 5.2.3, above.) **Affirmative finding.**

**(k) Accessibility for the Handicapped:**

Not required, but encouraged.

**(l) Parking and Circulation:**

This is a neighborhood parking district; therefore 2 parking spaces are required for each residential unit. 2 units = 4 parking spaces. Two are proposed for the ground floor of the carriage barn, 1 is proposed for a newly established parking spot behind the existing house. A waiver is requested for the fourth parking space; based upon the single bedroom unit proposed, leases that assign (and limit) parking, the parcel's close proximity to public transportation, downtown, and the university. See Section 8.1.15, below.

The previous decision was based on the inadequacy of the proposed parking plan. This plan eliminates the tandem parking arrangement, and places 3 vehicles so that they may move independently from each other. All three vehicles will be required to back out of the existing driveway; a situation that is current practice. In the event that there is no vehicle in parking space #3 (the proposed space behind the house), then this area can be used as a turn around for the vehicles within the carriage barn. A fourth parking space can be provided off-site by the applicant; however it is at a greater distance than the 600' as defined in **Sec. 8.1.12, Limitations, Location, Use of Facilities**. This board has previously permitted an off-site space for a Bed and Breakfast that exceeded the limitation provided by the ordinance. (ZP 13-0731CU / ZP 12-



0042CU, 204 South Willard Street.) The Development Review Board is at liberty to discuss that option, within the parameters of the parking waiver request for a single parking space.

The applicant is again alerted that side-by-side parking in the entrance part of the driveway will not conform to the submitted site plan, and would likely constitute Front Yard Parking; prohibited by the Comprehensive Development Ordinance. (Section 8.1.12 (c)) The applicant has offered to install parking barriers to prevent such activity. **Affirmative finding as conditioned.**

**(m) Landscaping and Fences:**

The applicant is proposing the installation of fence posts to prevent parking lot creep, and a small hedge to screen headlamp light trespass on neighboring property. **Affirmative finding.**

**(n) Public Plazas and Open Space:**

There are no public plazas or identified public open space. There remains a rear yard which could be enjoyed by occupants of either residential unit. **Affirmative finding.**

**(o) Outdoor Lighting:**

*Where exterior lighting is proposed the applicant shall meet the lighting performance standards as per Sec 5.5.2.*

No lighting is defined. The applicant shall provide a lighting spec sheet for any fixture to be installed as part of this project. **Affirmative finding as conditioned.**

**(p) Integrate infrastructure into the design:**

Revised building elevations detail the location of the gas meter, heater and dryer vents. The mailbox location has not been identified on plans. All must be noted on elevations and/or site plans, as appropriate.

New utility services are proposed to be undergrounded. **Affirmative finding as conditioned.**

### **PART 3: ARCHITECTURAL DESIGN STANDARDS**

#### **Sec. 6.3.2 Review Standards**

**(a) Relate development to its environment:**

*Proposed buildings and additions shall be appropriately scaled and proportioned for their function and with respect to their context. They shall integrate harmoniously into the topography, and to the use, scale, and architectural details of existing buildings in the vicinity.*

*The following shall be considered:*

**1. Massing, Height and Scale:**

No change to existing.

## **2. Roofs and Rooflines.**

Other than installation of skylights, the hip roof is proposed to be retained. **Affirmative finding.**

## **3. Building Openings**

*Principal entrances shall be clearly defined and readily identifiable from a public street whether by a door, a canopy, porch, or other prominent architectural or landscape features. People with physical challenges should be able to use the same entrance as everyone-else and shall be provided an "accessible route" to the building. Attention shall also be accorded to design features which provide protection from the affects of rain, snow, and ice at building entrances, and to provisions for snow and ice removal or storage.*

A canopied pedestrian door is proposed on the side of the carriage barn; but this is not the "principle" building on site, so a primary (front) entrance door would be preferred, but not required.

As the residential unit is proposed for the second floor, the unit would not be handicap accessible; however the doorway may be installed to meet "visibility" standards. The applicant shall consult with the building inspector relative to minimum standards to meet any ADA requirements.

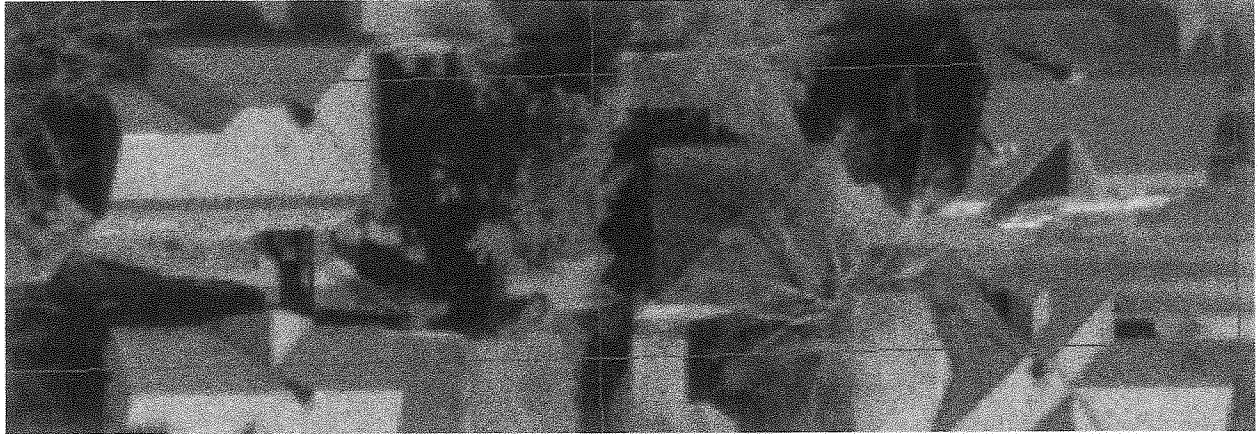
*Window openings shall maintain consistent patterns and proportions appropriate to the use. The window pattern should add variety and interest to the architecture, and be proportioned to appear more vertical than horizontal.*

This is an existing carriage barn now proposed for mixed (garage and residential) use. The character about the building is worthy of recognition; part of which is related to the window openings. See Section 5.4.8 for greater discussion.

*Buildings placed on a side or rear property line where no setback is required shall contain neither doors nor windows along such façade so as not to restrict future development or re-development options of the adjacent property due to fire safety code restrictions. Otherwise they should be setback a minimum of 5-feet.*

A rear setback is required in this zoning district; however the carriage barn is an existing structure. It does not appear from the submitted site plan that the building enjoys a minimal 5' setback from either the south or west property lines; quite to the contrary, it sits close to the boundary line. The west elevation (as proposed) includes new windows at both levels; on the south elevation, skylights are included. Depending upon the specific distance to the property line, windows there may not be permitted. This building code issue should be reviewed by the

building inspector for acceptability and compliance with building and life safety code.



In this ortho photograph from 2000, 121 North Willard is seen on the right; 32 Booth Street on the left. Note the close proximity between the carriage barn at 121 North Willard and the accessory structure/garage at 32 Booth Street.

Review of the appropriateness of these window openings relative to building code by the building inspector will be a condition of approval. **Affirmative finding as conditioned.**

**(b) Protection of Important Architectural Resources:**

*Burlington's architectural and cultural heritage shall be protected through sensitive and respectful redevelopment, rehabilitation, and infill. Where the proposed development involves buildings listed or eligible for listing on a state or national register of historic places, the applicant shall meet the applicable development and design standards pursuant to Sec. 5.4.8. The introduction of new buildings to a historic district listed on a state or national register of historic places shall make every effort to be compatible with nearby historic buildings.*

See Section 5.4.8, above.

**(c) Protection of Important Public Views:**

Not applicable.

**(d) Provide an active and inviting street edge:**

Although the existing carriage barn sits behind the principle structure, it is still visible from the street and retains a distinctive character of its own. The garage doors are proposed to remain, but the upper floor is scheduled for alteration to facilitate conversion to a new residential unit. The arrangement and size of windows, including details around window and door openings are character defining features of the historic barn. While insertion of a new unit would certainly provide the benefit of additional housing, every effort should be made to retain those characteristics that singularly belong to the barn. See Section 5.4.8 for further discussion.

The proposed new parking space, tucked behind the existing home, will not be immediately visible to anyone on the street, and therefore is not anticipated to adversely impact the inviting and residential nature of the existing parcel. **Affirmative finding as conditioned.**



**(e) Quality of materials:**

*All development shall maximize the use of highly durable building materials that extend the life cycle of the building, and reduce maintenance, waste, and environmental impacts. Such materials are particularly important in certain highly trafficked locations such as along major streets, sidewalks, loading areas, and driveways. Efforts to incorporate the use of recycled content materials and building materials and products that are extracted and/or manufactured within the region are highly encouraged.*

*Owners of historic structures are encouraged to consult with an architectural historian in order to determine the most appropriate repair, restoration or replacement of historic building materials as outlined by the requirements of Art 5, Sec. 5.4.8.*

Existing sheathing and trim will be matched in the new development. Windows are proposed to be Wood ultrex by Marvin, with no divided lights. This brand and model is understood to be fabricated of fiberglass; a replacement material that has not been deemed appropriate for use as replacement sash for historic buildings. The DRB has approved either wood or clad wood windows. An appropriate window replacement meeting that guidance is required.

The DAB has advised replication of the two light (side by side) fenestration of the windows above the garage bay doors to retain the character of the barn. Broad discussion was had about appropriate infill for the "loft" door. A 1/1 window with tempered glass on the lower (fixed) sash was suggested. In any event, the DAB supported infill of the whole loft window opening with new sash. **Affirmative finding as conditioned.**

**(f) Reduce energy utilization:**

All new construction is required to meet the Guidelines for Energy Efficient Construction pursuant to the requirements of Article VI. Energy Conservation, Section 8 of the City of Burlington Code of Ordinances. **Affirmative finding as conditioned.**

**(g) Make advertising features complementary to the site:**

No signage is proposed. Not applicable.

**(h) Integrate infrastructure into the building design:**

*Exterior machinery and equipment installations, service and loading areas, utility meters and structures, mailboxes, and similar accessory features shall utilize setbacks, plantings, enclosures and other mitigation or screening methods to minimize their auditory and visual impact on the public street and neighboring properties.*

Ground floor plans define "mechanicals", venting is illustrated. No auditory and/or visual impact is anticipated on neighboring properties with incorporation of traditional heating and dryer vents.

*Rooftop mechanicals, including heating and cooling devices and elevator equipment, should be incorporated into the structure's design, and shall be arranged to minimize their visibility from the street level. Such features, in excess of one foot in height, shall be either enclosed within the roof structure, outer building walls, or parapets, or designed so that they are integrated into the overall design and materials of the building. Where such rooftop features do not exceed ten*

*percent (10%) of the total roof area, they may be considered “ornamental and symbolic features” pursuant to Sec. 5.2.7 for the purposes of measuring building height.*

No rooftop mechanicals are proposed. Not applicable.

*Any development involving the installation of machinery or equipment which emits heat, vapor, fumes, vibration, or noise shall minimize any adverse impact on neighboring properties and the environment pursuant to the requirements of Article 5, Part 5 Performance Standards.*

Heat and dryer vents are proposed. Both are typically associated with residential dwelling units, and negative impacts are not anticipated. **Affirmative finding.**

**(i) Make spaces secure and safe:**

All development shall be required to meet appropriate ingress and egress standards as defined by Burlington’s building inspector and fire marshal. **Affirmative finding as conditioned.**

**Article 8: Parking**

This property is within the Neighborhood Parking District. Two parking spaces are a requirement for every residential unit. For two (2) units, 4 spaces are required. The site plan illustrates 2 parking spaces; two within the existing carriage barn structure, and one in a newly proposed space behind the house. A waiver is requested for the fourth space; although the applicant has offered one off-site space at another property he owns to meet that requirement.

As previously noted, side-by-side parking in the access drive will be prohibited, and will likely constitute a violation of the Front Yard Parking standard of the Comprehensive Development Ordinance. (Sec. 8.1.12 (c).) Parking must conform to the submitted site plan.

**Section 8.1.15: Waivers from Parking Requirements / Parking Management Plans**

The applicant requests a single parking space waiver toward the parking requirement for the new residential unit; based largely on the limited size of the new unit (1 bedroom), with the following added caveats: A lease will be prepared that defines the parking assignment for the rear unit as only one parking space; there will be no stacked parking or parking on the front lawn, CCTA bus passes will be offered to residents, there is on-street parking available, the property is close to public transportation, downtown, and the hospital and university. The applicant has noted that there is a Carshare vehicle within one block of this site, and all students have free carshare memberships. While the free membership is an amenity available to all students, it does not cover their actual mileage and use costs. If the applicant wishes to include Carshare on his Parking Management Plan, he must provide something in writing from Carshare confirming his active engagement with Carshare in supporting this alternative to on-site required parking. Additionally, it is noted that the UVM campus shuttle picks up at the corner of Pearl and North Willard, a 5 minute walk from the residence. See attached Parking Management Plan.

Bicycle storage requires 1 bicycle parking space for every four units long term; 1 for 10 units short term (Table 9.2.5-1). This development does not rise to that threshold; however bicycle parking is broadly encouraged.

**Affirmative finding if waiver granted and parking management plan accepted.**

**Article 11: Planned Development**

**Sec. 11.1.3 Major and Minor Planned Unit Development**

*A minor Planned Unit Development shall include any development consisting of:*

*(b) Redevelopment of existing carriage houses and other out-buildings meeting density of the underlying zoning district.*

*Minor PUD's shall be exempt from the requirements and standards of this article, but shall be subject to the development standards as otherwise required by this ordinance.*

The proposal is to re-use an existing carriage barn; therefore meeting requirement (b) of this standard. The proposal meets the density of the underlying zoning district (See Table 4.4.5-2, above.) As a minor PUD, it is exempt from the other requirements of this article. See Articles 4, 5, 6, and 8 for review of applicable standards. **Affirmative finding.**

## **II. Conditions of Approval**

1. The applicant shall confirm the method of screening to prevent headlamp glare onto the northerly abutting property, subject to staff review and approval. This shall be installed prior to issuance of a Certificate of Occupancy.
2. Barriers to prevent parking on the front lawn shall be installed. The manner shall be defined to staff for review and approval; their installation complete prior to issuance of a Certificate of Occupancy.
3. To retain the character of the historic carriage barn, principle openings on the east elevation (front) should remain as existing. New window infill may occur within those openings. Windows on secondary facades may be altered with greater flexibility, and with the approval of the building inspector. Window replacement or new installation along the south and west facades of the carriage barn shall be reviewed by the building inspector for appropriateness of distance and conformance to building code.
4. Awning windows on the east elevation shall visually replicate the 2 light sash that currently exists, per direction of the Design Advisory Board. If simulated divided light, muntins shall be factory adhered on the exterior to create shadow lines and visually replicate the existing window pattern.
5. The block and tackle beam is recommended for retention above the loft opening.
6. Lighting spec sheets for any fixtures proposed for this development shall be provided to staff for review and approval **prior to release of the zoning permit**. An entryway light is noted on Plan A.5, and needs identification and review.
7. Lot coverage shall not exceed existing, non-conforming level.
8. The location of the mailbox for the new unit shall be defined and illustrated on site plans/elevations, as appropriate **prior to release of the zoning permit**.
9. The paired, paneled garage doors shall be repaired and re-installed to assure continued operability.
10. Sheathing shall match existing.
11. **Prior to release of the zoning permit**, the location for trash/recycling shall be defined. Any new receptacles/dumpsters will need to be screened from public view. The method of screening shall be submitted for review and approval.
12. **Prior to release of the zoning permit**, the applicant shall be required to provide proof of water and sewer capacity from the City Engineer.
13. A state wastewater permit is likely to be required, and is the obligation of the applicant/owner to secure.



14. Functional Family provisions of the ordinance apply to both units. Not more than 4 unrelated adults may occupy any unit.
15. Parking will be restricted to the identified parking spaces on the site plan. Any parking on the lawn will constitute a violation of the Front Yard Parking standard of the Comprehensive Development Ordinance (Sec. 8.1.12 (c)) and will be subject to enforcement.
16. Provisions of the Parking Management Plan, including lease restrictions defining the limitation on parking for any unit, shall be submitted and in compliance for the duration of the use unless altered by amendment, permit approval, or zoning ordinance change.
17. Standard permit conditions 1-15.

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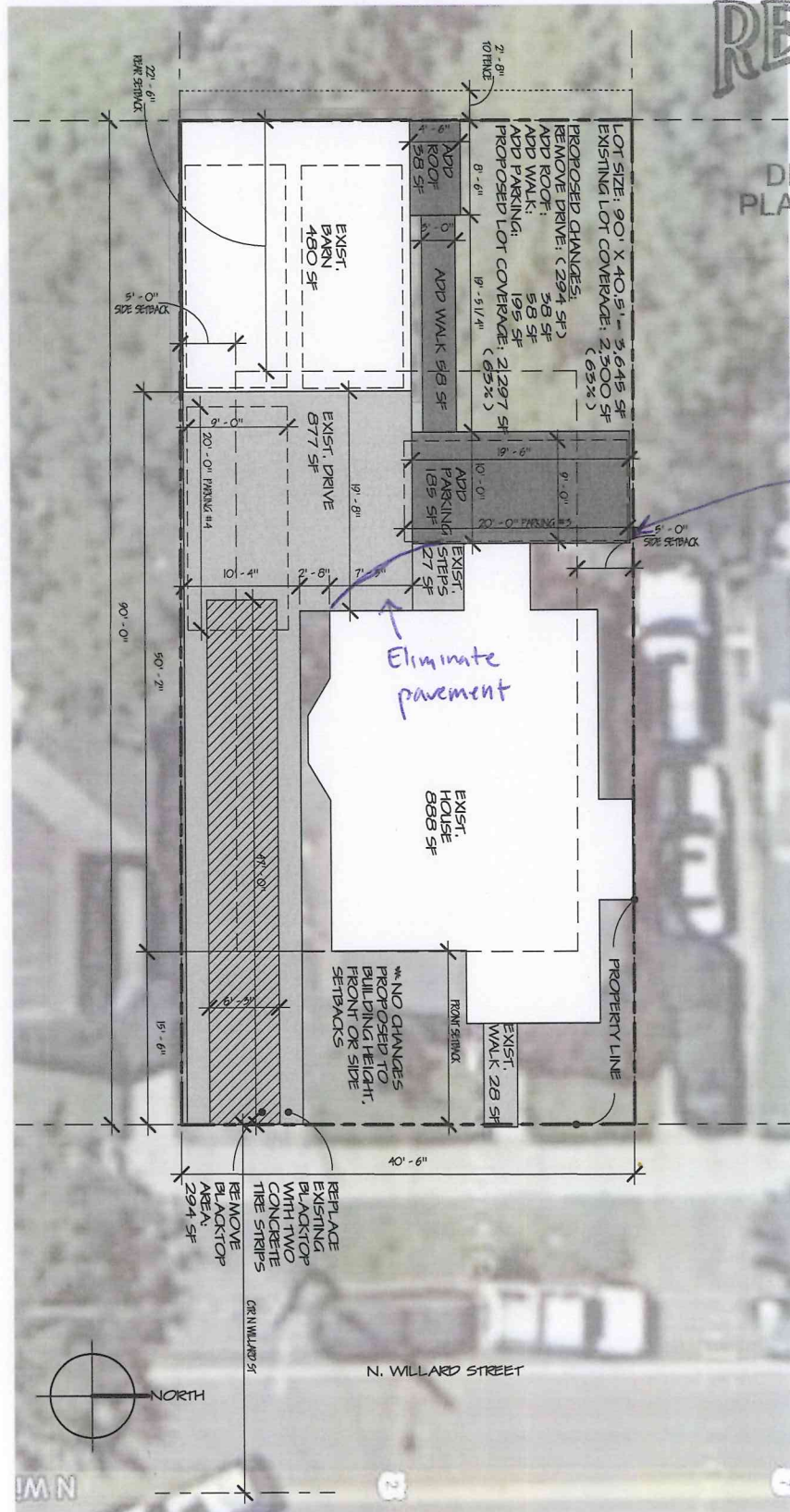
OCT 01 2013

DEPARTMENT OF  
PLANNING & ZONING

- Pull parking space  
2' off house,  
1' setback from  
property line &  
add hedge in  
front of spot

Eliminate pavement

① SITE PLAN  
1" = 10'-0"



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Reg. Architect, AIA  
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1" = 10'-0"

Sept. 23, 2013

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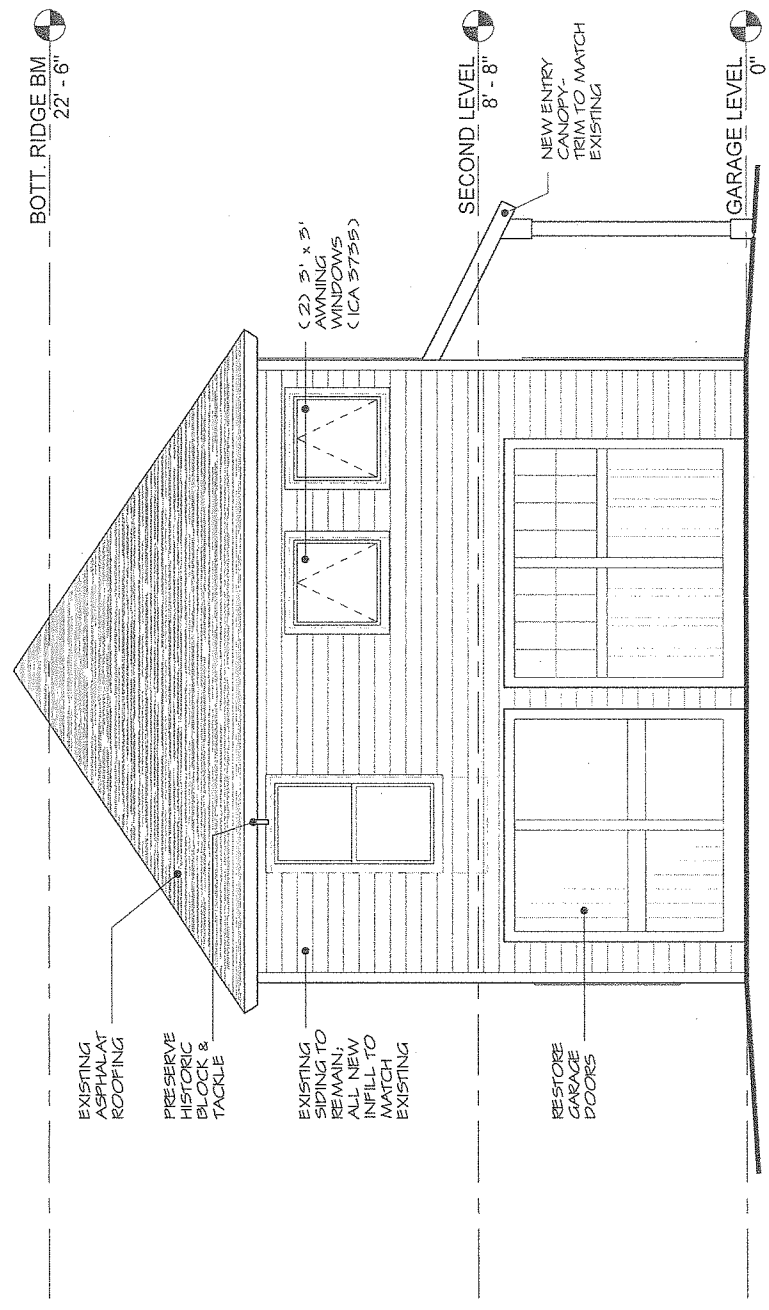
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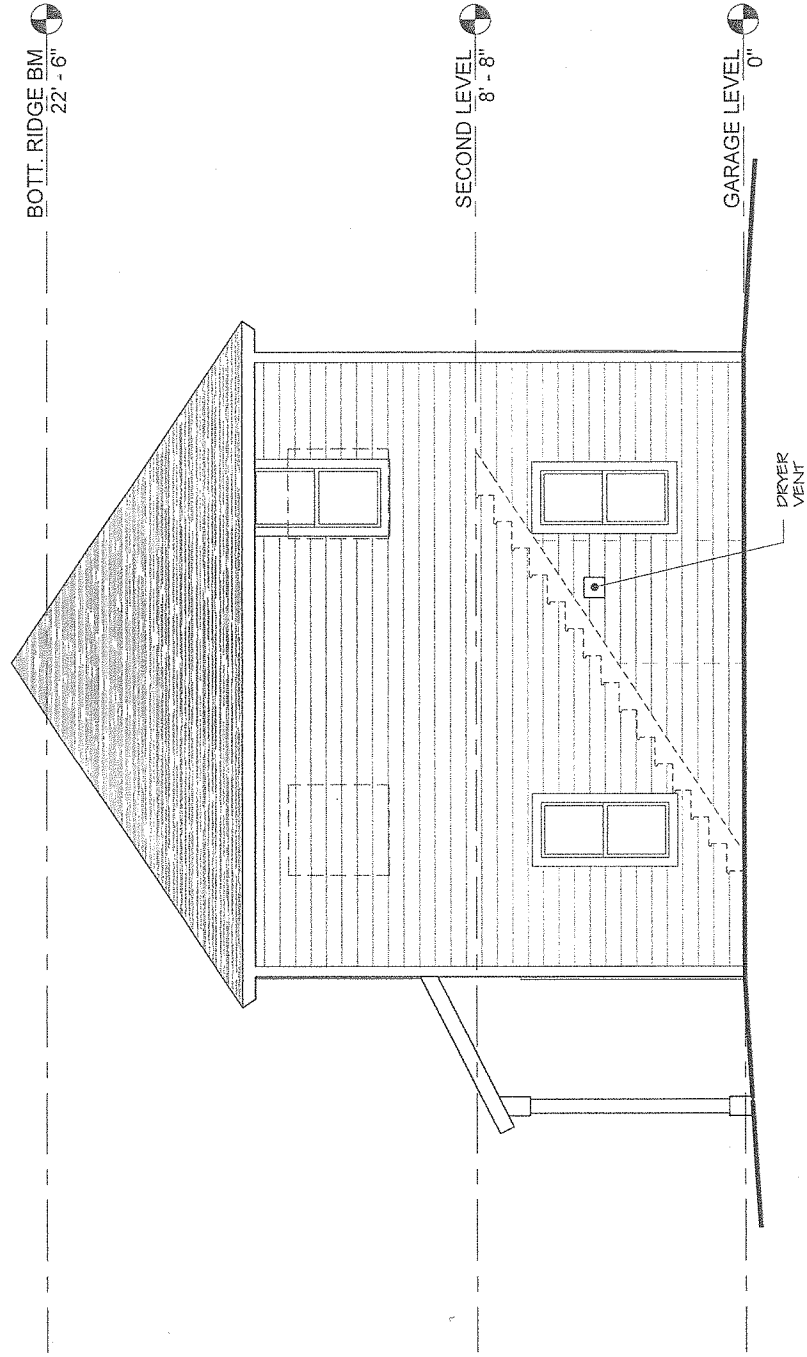
**121 NORTH WILLARD STREET**  
**BURLINGTON, VT**

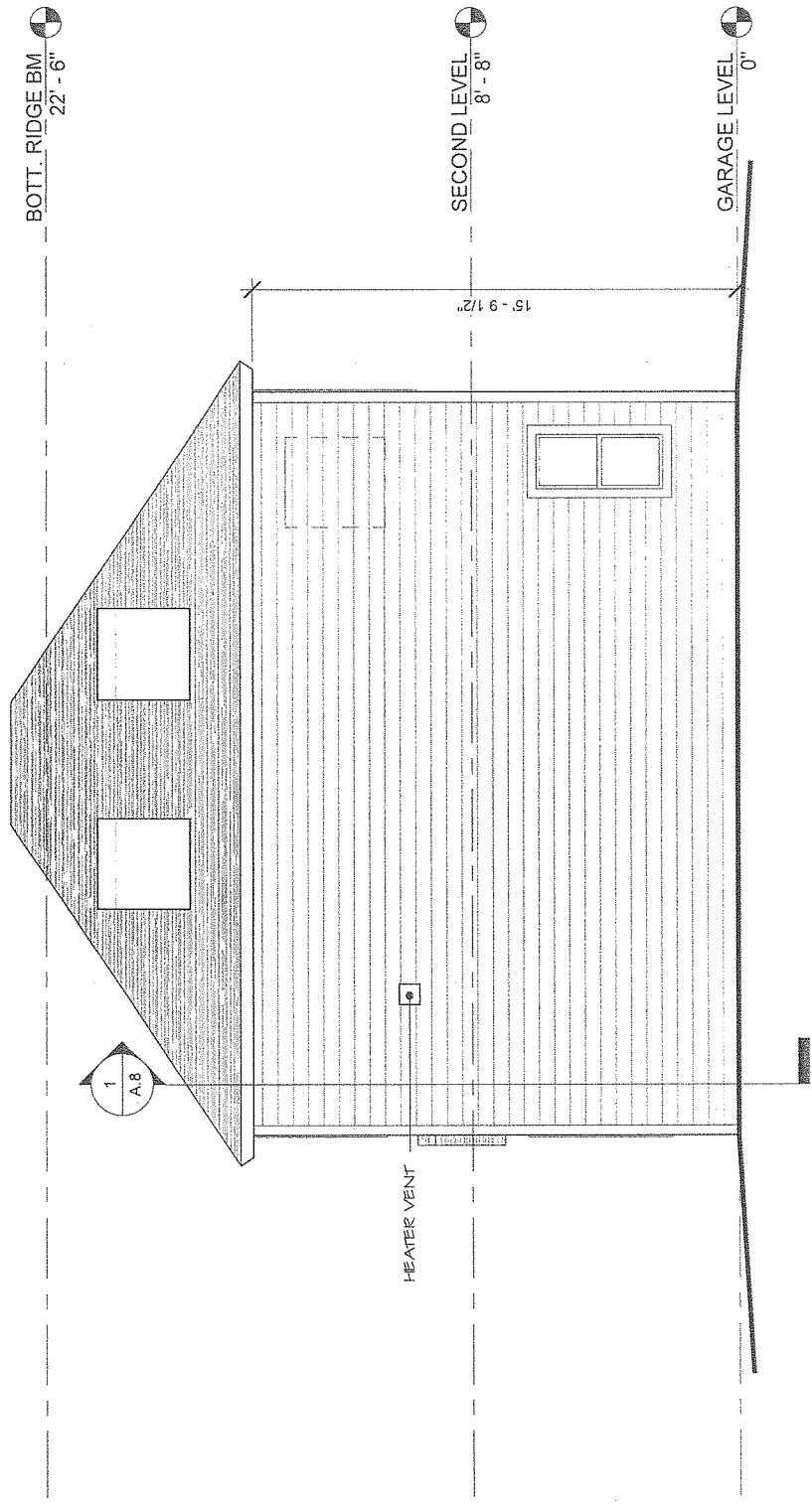
## 121 NORTH WILLARD PARKING MANAGEMENT PLAN

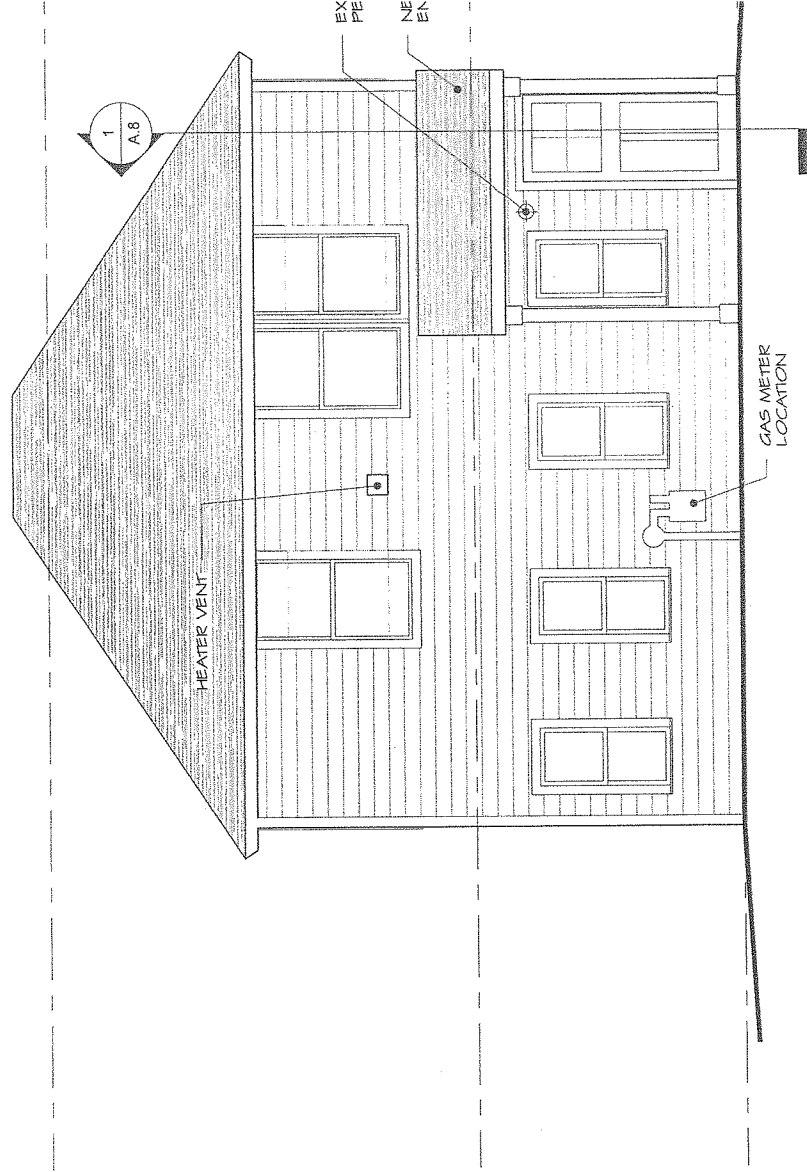
1. Lease for new 1BD unit will be written that they are only provided one on site parking spot in parking spot #1. Lease will include a monthly bus pass to CCTA and the option to lease at additional cost an additional parking spot on North Street approximately 800ft from unit.
2. Lease for main house will be written that they are provided with required two offsite spots, one in barn and new spot along side of building.
3. In addition to on site parking there are a variety of other public transportation options.
  - a. There is ample street parking.
  - b. CCTA provides a bus stop .25MI from property, a 5 minute walk at the corner of North Union and North Streets.
  - c. For University of Vermont students the UVM off campus shuttle picks up at the corner of Pearl Street and North Willard, again a 5 minute walk from building.
  - d. CarShare Vermont keeps a car at 361 North Willard, .25MI from building, for those that choose to join their service.
4. Parking in designated spots will be enforced with two fence posts along the side of the front lawn to inhibit cars from parking there and at the end of parking spot #3 a small hedge will be installed to prevent cars from pulling through into neighbor's driveway and provide privacy from headlights at night.

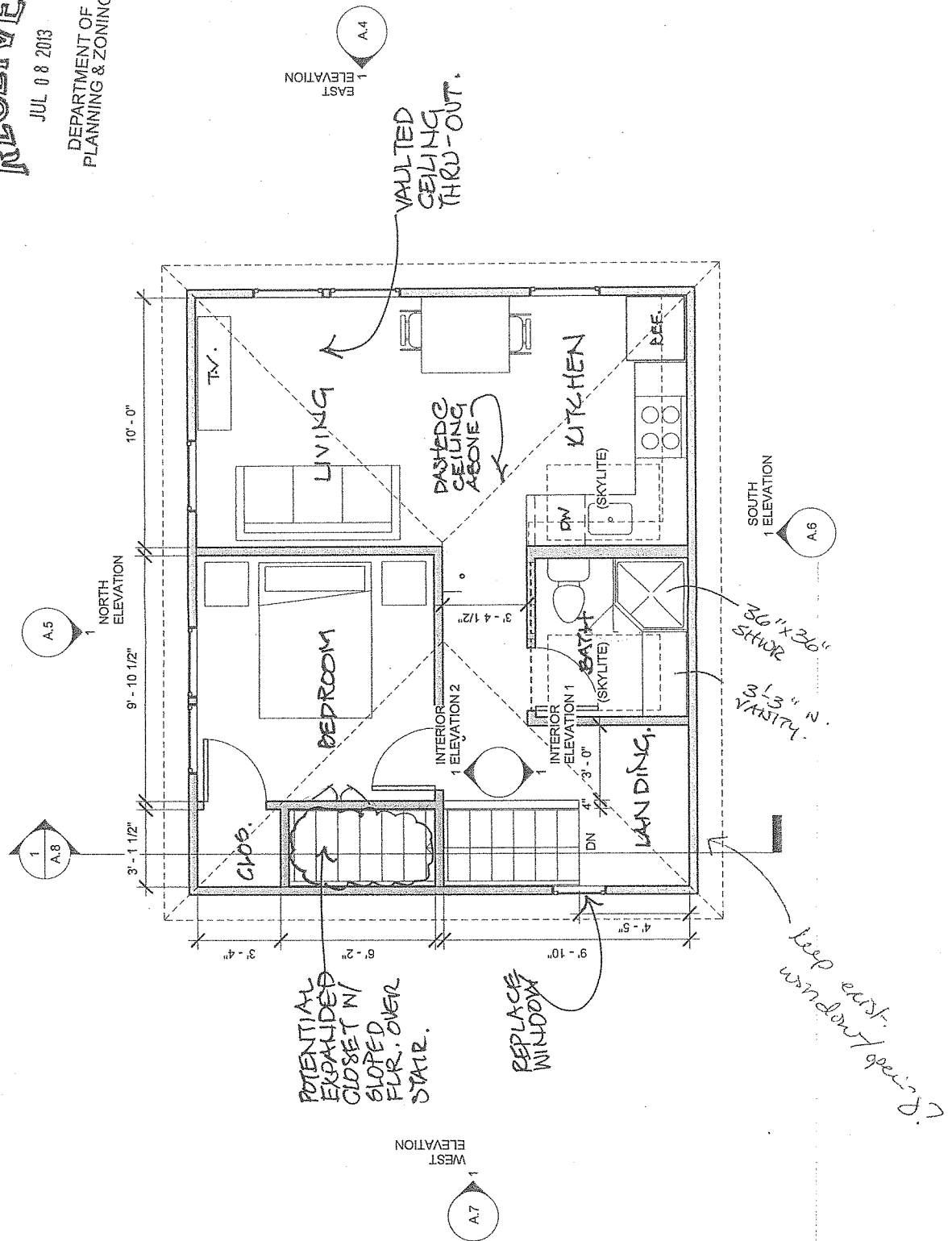










DEPARTMENT OF  
PLANNING & ZONING





STATE OF VERMONT  
Department for Historic Preservation  
Montpelier, VT 05602

HISTORIC SITES & STRUCTURES SURVEY  
Individual Structure Survey Form

COUNTY: Chittenden  
TOWN: Burlington  
LOCATION: N. Willard St.  
COMMON NAME:  
FUNCTIONAL TYPE: residence  
OWNER: Arthur G. Goodhue Jr.  
ADDRESS: 121 N. Willard St.  
Burlington, Vt.  
ACCESSIBILITY TO PUBLIC:  
Yes ☐ No ☒ Restricted ☐  
LEVEL OF SIGNIFICANCE:  
Local ☒ State ☐ National ☐  
GENERAL DESCRIPTION:

Structural System

1. Foundation: Stone ☒ Brick ☐ Concrete ☐ Concrete Block ☐
2. Wall Structure
  - a. Wood Frame: Post & Beam ☐ Balloon ☒
  - b. Load Bearing Masonry: Brick ☐ Stone ☐ Concrete ☐ Concrete Block ☐
  - c. Iron ☐ d. Steel ☐ e. Other:
3. Wall Covering: Clapboard ☒ Board & Batten ☐ Wood Shingle ☒  
Shiplap ☐ Novelty ☐ Asbestos Shingle ☐ Sheet Metal ☐  
Aluminum ☐ Asphalt Shingle ☐ Brick Veneer ☐ Stone Veneer ☐  
Bonding Pattern: Other:
4. Roof Structure
  - a. Truss: Wood ☒ Iron ☐ Steel ☐ Concrete ☐
  - b. Other:
5. Roof Covering: Slate ☐ Wood Shingle ☐ Asphalt Shingle ☒  
Sheet Metal ☐ Built Up ☐ Rolled ☐ Tile ☐ Other:
6. Engineering Structure:
7. Other:

Appendages: Porches ☒ Towers ☐ Cupolas ☐ Dormers ☐ Chimneys ☒  
Sheds ☐ Ells ☐ Wings ☐ Bay Window ☐ Other: oriel

Roof Style: Gable ☒ Hip ☐ Shed ☐ Flat ☐ Mansard ☐ Gambrel ☐  
Jerkinhead ☐ Saw Tooth ☐ With Monitor ☐ With Bellcast ☐  
With Parapet ☐ With False Front ☐ Other:

Number of Stories: 2 1/2

Number of Bays: 3 x 3

Approximate Dimensions:

SURVEY NUMBER:

121 N. Willard St.

NEGATIVE FILE NUMBER:

78-A-118

UTM REFERENCES:

Zone/Easting/Northing

U.S.G.S. QUAD. MAP:

PRESENT FORMAL NAME:

ORIGINAL FORMAL NAME:

Bert Rogers

PRESENT USE: residence

ORIGINAL USE: residence

ARCHITECT/ENGINEER:

BUILDER/CONTRACTOR:

J. R. Booth or Joseph Morgan

PHYSICAL CONDITION OF STRUCTURE:

Excellent ☒ Good ☐

Fair ☐ Poor ☐

STYLE: Queen Anne

DATE BUILT:

c. 1900

THREAT TO STRUCTURE:

No Threat ☒ Zoning ☐ Roads ☐  
Development ☐ Deterioration ☐  
Alteration ☐ Other:

LOCAL ATTITUDES:

Positive ☐ Negative ☐  
Mixed ☐ Other:

ADDITIONAL ARCHITECTURAL OR STRUCTURAL DESCRIPTION:

Massing - Squarish block with polygonal gabled bay window on south elevation; hipped 3 part 2nd story oriel on northeast corner.

Fenestration - 3 x 3; 1/1 sash; plain enframingent.

Entrance - 1 x 1, one story entrance c. 1912 porch with turned posts, simple balustrade; Queen Anne glass and panelled door; recessed second story window (with balustrade) above entry.

Cornice - Boxed, pedimented facade gable; flared eaves at stringcourse level. Clapboard first story, shingles on second story and gables.

RELATED STRUCTURES: (Describe)

Garage is the same style as the house; 7 1/2 story, hipped roof with 2/2 wood sash windows.

STATEMENT OF SIGNIFICANCE:

This Queen Anne house is in excellent condition and is a good example of a middle class residence as well as being an integral unit to the cohesiveness of the streetscape. It was built for Bert Rogers, a dealer in sewing machines and bicycles.

REFERENCES:

Burlington City Directories, Sanborn Insurance Maps, Plot Plan v. 34, p. 564, Earl Bonnette, neighbor.

MAP: (Indicate North in Circle)



SURROUNDING ENVIRONMENT:

Open Land ☐ Woodland ☐  
Scattered Buildings ☐  
Moderately Built Up ☒  
Densely Built Up ☐  
Residential ☒ Commercial ☒  
Agricultural ☐ Industrial ☐  
Roadside Strip Development ☐  
Other:

RECORDED BY:  
Gloria Scott

ORGANIZATION:  
VT. Div. for Historic Preservation

DATE RECORDED:  
June 28, 1978

Email from Josh Typrowicz-Cohen, dated 10/13/2013 and rec'd 10/15/2013:

As can be seen in the attached parking management plan the property at 121 North Willard offers a variety of alternative transportation options that support the granting of a parking waiver.

While both the additional off site parking spot and bus stops fall slightly out of city requirements (approximately 200-300ft further) both options are easily accessible to the property and are easy to access over flat, well lighted terrain. It is reasonable to assume that in most urban areas it is a 5-10 minute walk to public transportation and this site is a simple 5 minute walk from those options.

In reality a one bedroom apartment will only be home to one person and thus one car, if that. If a couple were to reside there, there is plenty of on-street parking. There is always an on street spot to be found within one block of the building, hardly an inconvenience and as noted before if they so choose they can lease an off site spot 800ft from the building.

Based on proximity to three different forms of alternative transportation (UVM Off Campus Bus, Car Share, CCTA), ample on street parking, an off site parking spot and limited need for on site parking demonstrates that the application for a parking waiver is a reasonable and well thought out request. The needs of the future tenants are being accommodated as are those of the city.